

Saline County Regional Airport Commission Rules and Regulations



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Section 1 – General

1.1 Purpose

The primary purpose of these Rules and Regulation is to promote safety and security at the Saline County Regional Airport (hereinafter referred to as the “Airport”). Saline County, Arkansas owns the Airport and it is operated by the Saline County Regional Airport Commission (hereinafter referred to as “Airport Commission”). The Airport operates as a public use, general aviation service airport. The Commission is charged with the safe and efficient operation of the Airport.

The daily management of the Airport is under the direction of the Airport Manager. The Airport Manager is authorized to propose changes to the Airport Rules and Regulations (the “Rules and Regulations”) to the Airport Commission for their review and approval. The Airport Manager is authorized to enforce the approved Rules and Regulations.

This document provides the Rules and Regulations for general use of the Airport. It is supplemented by the Airport Minimum Standards.

1.2 Applicability

To the extent that these Rules and Regulations conflict with prior Airport rules and regulations or minimum standards dealing with the same subjects, these Rules and Regulation shall prevail. However, these regulations are not intended to supersede any provisions of applicable law or any specific agreements with which they may conflict.

1.3 Compliance

The use of and entry upon the Airport shall create an obligation on the part of the user to comply with these Rules and Regulation. Any permission granted by the Airport Commission or their authorized representative to a person, directly or indirectly, expressly or by implication, to enter upon or use the Airport, is conditioned upon compliance with these Rules and Regulations and the payment of any fee or charges to the Airport Commission for the use of the Airport or any facility located thereon.

It shall be unlawful for any person to do or commit any act forbidden herein or to fail to perform any act required by these Rules and Regulation or to fail to any administrative fees or fines established and payable.

1.4 Other Laws

All applicable provisions of the law of the United States, FAA Regulations, laws of the State of Arkansas, and other local laws of Saline County and the City of Bryant, now in existence or hereafter enacted, shall be in effect at the Airport.

1.5 Use Authorization Required

No person shall occupy or rent space and no person shall conduct any business, commercial enterprise, of activity, or other form of revenue producing activity on the Airport without first acquiring a written contract, lease, permit, or other form of written authorization from the Airport Commission.

1.6 Management of Public

The Airport Commission or their authorized representative shall at all times have the authority to take such action as may be necessary in the handling, conduct, and management of the public attendance at the Airport

1.7 Variance

Relief from the literal requirements of these Rules and Regulations may be granted by the Airport Commission or their authorized representative when strict enforcement would result in practical difficulty or unnecessary hardship. Any such relief may be subject to reasonable conditions necessary to maintain the safety of flight operations, fulfill the intent of the Rules and Regulations, and protect the public interest.

1.8 Appeals Process

The Airport Manager's determinations may be appealed by the aggrieved party in writing to the Chairman of the Airport Commission, or at the discretion of the Chairman to the full Airport Commission. The Chairman shall issue a written decision of the appeal within twenty (20) business days of receipt of a fully submitted appeal.

Section 2 – Tenant and User Responsibilities

2.1 Personal Conduct

General

The public shall observe and obey all posted signs, fences, and barricades prohibiting entry upon the Airport Operation Area (AOA) or Restricted Areas or governing the activities and demeanor of the public while at the Airport.

Use and Enjoyment of the Airport Premises

No person(s) singularly or in association with others shall, by his, her, or their conduct, which may occur orally, through non-electronic or electronic mediums, or via their actions, including by congregating with others, do the following: (a) prevent any other person or persons lawfully entitled thereto from the use and enjoyment of the Airport and its facilities or any part thereof; (b) prevent any other person or persons from performing or undertaking any action required by law or performance of their job function(s); (c) prevent any other person or persons lawfully entitled thereto from passage from place to place, or through entrances, exits, or passageways on the Airport; (d) allow any unauthorized person or persons to use Airport and its facilities or any part thereof, by providing access, through gate codes or other means, through entrances, exits, or passageways of the Airport; and, (e) attempt to coerce, intimidate, or threaten any employee, of the Airport or County, Airport board member, or contractor.

Disorderly Conduct

No person shall commit a disorderly, obscene, defamatory, indecent, or unlawful act, which would include using language, written or oral, which would be highly offensive to an average person, or commit a nuisance on the Airport grounds.

Intoxication

No person under the influence of alcohol or narcotics shall operate a motor vehicle or aircraft on the Airport grounds. Anyone drunk and/or disorderly on the Airport grounds shall be dealt with as provided by statute and is subject to a fine and/or imprisonment as provided by law.

Loitering

No person shall disrupt, slow down or impede the normal activities of the Airport. The Airport Commission reserves the right to direct persons loitering on the Airport property to leave the premises.

Gambling

No person shall conduct gambling in any form or operate any kind of gambling devices on the Airport grounds.

Preservation of Property

No person shall injure, destroy, or disturb any buildings, signs, equipment, landscaping, or other property on the Airport. Violators are liable for the value or damage done to the property and may be subject to prosecution.

Lost Articles

All lost articles shall be deposited at the Airport Manager's Office. If a lost article is not claimed within ninety (90) days after it is deposited, it will be returned to the finder.

Explosives

Unless otherwise permitted by law, no one shall possess any Class explosives at the Airport.

Firearms

No one shall carry or discharge a loaded firearm in any weapons-free areas designated by the Airport Commission or their authorized representative or in any publicly owned building on the Airport as dictated by State or Federal Law.

Events

Any tenant or tenants, or non-tenant with tenant sponsorship, that wishes to have an event at the Airport shall provide the Airport Manager with a plan regarding the event ("Event Plan"), at least a month prior to the event. At the discretion of the Airport Manager, the tenant or tenants may be required to have security present at the event, with the cost of the security incurred by the tenant or tenants. If the event will have over ten (10) individuals present who are not tenants of the Airport, the Airport Manager shall provide the Event Plan to the Airport Commission, within 24 hours of receipt of the Event Plan. Any Airport commission member can request that the Event Plan be placed on hold until the Airport Commission meets, at which time the Airport Commission shall consider the Event Plan. If the Airport Commission considers an Event Plan, it shall require a majority of the quorum present to authorize the event. The Airport Commission may require any additional safety or security requirements, beyond what is in the original Event Plan, to approve the event.

2.2 Tenant

General

All individuals or entities entering into an agreement with the Airport Commission ("Tenants" or "Tenant") collectively or individually) shall be required to abide by all policies, procedures, and practices promulgated from time to time by the Airport Manager or the Airport Commission as well as those requirements contained within these Rules and Regulations.

Minimum Insurance Requirements

The Airport Manager shall require any person who operates on the Airport to provide minimum insurance coverage in accordance with the Airport Commission Minimum Standards or contained in an executed agreement with the Airport Commission.

With respect to the insurance requirement set forth in this section, said policies shall provide that the Airport and the tenant shall be given a minimum of thirty (30) days written notice by registered mail by the insurance company prior to cancellation, termination, or change in such insurance.

Tenants shall provide the Airport Manager with copies of the policies or certificates evidencing that such insurance is in full force and effect and stating the terms of the coverage.

Any Tenant who fails to maintain the required minimum level of insurance or whose coverage lapses or expires, and who continues to operate on the Airport shall be subjected to the provisions of his lease agreement, as provided by law. Any person who knowingly or intentionally delivers to the Airport fraudulent, counterfeit, or otherwise invalid proof of insurance shall immediately be declared in default of his lease agreement, as provided by law.

Environmental Laws

Each Airport Tenant shall comply with applicable laws protecting the environment and natural resources and shall be responsible for violations resulting from their operations at the Airport. Each Tenant shall indemnify and hold harmless the Airport Commission from and against any and all liability for fines and physical damage to property or injury or death to persons, including reasonable expense and attorney's fees, arising from, or resulting out of, or in any way caused by such Tenant's failure to comply with applicable law, now or hereafter promulgated for the purpose of protecting the environment. Each Tenant shall cooperate with any investigation or inquiry by any governmental agency regarding possible violation of any environmental law or regulations.

Use of Shop Areas

All shops, hangars, garages, equipment, and other facilities under control of a Tenant are expressly reserved for the conduct of the Tenant's business and operations. No persons other than employees, independent contractors or agents of the Tenant shall make use of such facilities without permission of the Tenant. Any activity beyond that authorized in the agreement between the Tenant and the Airport Commission requires notification to and permission of the Airport Manager or Airport Commission.

Sanitation

No Tenant shall dispose of, or allow its employees or customers to dispose of garbage, papers, refuse, or other material on the Airport except in trash or garbage containers provided for that purpose. Tenant trash or garbage is limited to their business only. No personal trash or garbage is acceptable.

Storage of Equipment

CFR Chapter I, FAA Document ID 2014-0463, addresses non-aeronautical use of airports and hangars. Under Federal law, airport operators, such as the Airport, that have accepted federal grants, may use airport property only for aviation-related purposes, unless otherwise approved by the FAA. It is the longstanding policy of the FAA that airport property be available for aeronautical use and not be available for non-aeronautical use purposes unless that non-aeronautical use is approved by the FAA. Use of a designated aeronautical facility for a non-aeronautical purpose, even on a temporary basis, requires FAA approval. The FAA conducts land use inspections at 18 selected airports each year, at least two in each of the nine FAA regions.

No tenant shall store outside their respective hangar, or anywhere on Airport property, any item or vehicle not directly related to aeronautical use. This includes any boat, trailer, all-terrain vehicle, recreational vehicle, motorbike, golf cart, motorized vehicle or personal vehicles. Vehicles temporarily

parked at hangars or on Airport property, while an individual is present at their hangar or flying an aircraft, are excluded, as they are not a violation of FAA regulations. All such items must be stored inside the respective hangar, and must not impede the movement of the aircraft into or out of the hangar. If the storage of a non-aeronautical item impedes the movement of the aircraft into or out of the hangar, it is also a violation of FAA policy, and may not be stored inside the hangar.

Construction or Alteration of Improvements

Any construction or alteration of any improvement located on the Airport must be approved in advance by the Airport Commission.

Maintenance or Premises

All Tenants are required to keep the land and/or improvements under lease (or being occupied or used) free from all fire hazards and maintain the same in a condition or repair, cleanliness, and general maintenance that is in accordance with the Tenant's agreement with the Airport Commission.

Damage to Property

Each Tenant shall be fully responsible for all damages to building, equipment, and real property and appurtenances caused by any act or omission on the part of the tenant or Tenant's employees, agents, customers, visitors, suppliers, or persons with whom they may do business.

If the Airport Commission repairs damages to buildings, equipment, real property, and appurtenances, the Tenant shall reimburse the Airport Commission for the costs thereof.

Assessment

The Airport Manager will notify the Saline County Assessor (Assessor) when a Tenant signs a lease with the Airport. The Airport Manager will provide the Saline County Assessor with the relevant information pertaining to the aircraft, such as ownership, make/model, and tail number. Pursuant to Arkansas law, the aircraft owner will be responsible for coordinating with the Assessor to ensure that the aircraft owner follows all applicable laws regarding assessment, including payment of any applicable taxes.

Section 3 – Aeronautical

3.1 General Rules

Compliance with Orders

All aeronautical activities at the Airport shall be conducted in compliance with the current applicable FAA Rules and Regulations, these Rules and Regulations, and the Minimum Standards, and Operating Directives issued by the Airport Commission or Airport Manager, as may be amended from time to time.

Hold Harmless

All aircraft owners, pilots, agents, and their duly authorized representatives agree to release, discharge, indemnify and hold harmless the Airport Commission from liability for any damage which may be suffered by any aircraft or equipment and personal injury or death, caused by them. The use of the Airport Operations Area (AOA) and related facilities shall constitute acceptance of the terms of this provision, these Rules and Regulations, the Minimum Standards, and Operating Directives.

Negligent Operations Prohibited

No person shall operate aircraft at the Airport in a careless manner or in disregard of the rights and safety of others.

All persons using the Airport shall be liable for any property damage caused by their carelessness or negligence on or over the Airport. Any aircraft being operated so as to cause such property damage, may be retained in the custody of the Airport Manager and the Airport Commission shall have a lien on such aircraft until all charges for damages are paid. Any person liable for such damage agrees to indemnify fully and to save and hold harmless the Airport Commission, its officers, and its employees from claims, liabilities, and causes of action of every kind, character, and nature and from all costs and fees (including attorney's fees) connected therewith and from the expenses of the investigation thereof.

Denial of Use of Airport

The Airport Commission or their authorized representative shall have the right at any time to close the Airport in its entirety or any portion thereof to air traffic, to delay or restrict any flight or other aircraft operation, to direct refusal of takeoff permission to aircraft, and to deny the use of the Airport or any portion thereof to any specified class of aircraft or to any individual or group, only when he or she considers any such action to be necessary and desirable to avoid endangering persons or property and to be consistent with the safe and proper operation of the Airport. In the event the Airport Commission or their authorized representative believes the condition of the Airport to be unsafe for landings or takeoffs, it shall be within his/her authority to issue or cause to be issued a NOTAM ("Notice to Airmen") closing the Airport or any portion thereof.

Aircraft Accidents or Incidents

The pilot or operator of any aircraft involved in an accident or incident on the Airport causing personal injury or property damage shall file a report in accordance with Federal Aviation Regulations ("FARs").

Tampering with Aircraft

No person shall interfere or tamper with any aircraft, or put in motion such aircraft or use or remove any aircraft, aircraft parts, instruments or tools, without prior permission from the owner.

Certification of Aircraft and Licensing of Pilot

All aircraft operating at the Airport shall display on board the aircraft a valid Airworthiness Certificate issued or required by the FAA or appropriate foreign government and shall display on the exterior of the aircraft a valid registration number issued by the FAA or appropriate foreign government. All persons operating aircraft on the Airport shall possess an appropriate certificate, issued by the FAA or appropriate foreign government. The operator shall, upon request of the FAA or any Law Enforcement Officer, produce the operator's certificate and Airworthiness Certificate.

Registration of Aircraft

The Airport Commission or their authorized representative may require from time to time and may designate, at his/her discretion, appropriate locations for the registration of pilots and aircraft using the Airport and pilots shall comply with requirements of registration.

3.2 Airport Operational Restrictions

Use Restrictions within Airfield Operations Area

Unless contrary to the FARs, the Airport Commission or their authorized representative shall have the authority, through Standard Operating Procedures and/or NOTAMs, to designate or restrict the use of runways or other operations areas of the Airport.

Flight Pattern

All aircraft, including helicopters, will use the established left or right-hand traffic pattern for the respective Airport runways. Radios will be used (when installed) to announce their locations/intentions when in the pattern of the Airport.

Banner Towing Prohibited

Aircraft tow banner pickups and drop offs from or on the Airport are prohibited without a prior written agreement signed by the Airport Manager and permission of the Airport Commission and under such terms and conditions that may be imposed.

Parachute Jumping Prohibited

Parachute jumping over or onto the Airport is prohibited without prior written agreement signed by the Airport Manager with the consent of the Airport Commission and under such terms and conditions as may be imposed.

Kites, Models, Balloons Prohibited

No kites, model airplanes, tethered balloons, or other objects, including radio-controlled cars, constituting a hazard to aircraft operations shall be flown or operated on or within the vicinity of the Airport without prior written agreement signed by the Airport Manager with the consent of the Airport Commission and under such terms and conditions as may be imposed.

3.3 Taxi and Ground Rules Aircraft Parking

No person shall park an aircraft in any area on the Airport except those designated, and in the manner prescribed, by the Airport Manager. If any person uses an unauthorized area for aircraft parking, the aircraft so parked may be removed by or at the direction of the Airport Manager at the risk and expense of the owner thereof.

Aircraft shall not be parked in such a manner as to block other parked aircraft, hangars, or taxi-lanes. No aircraft shall be left unattended on the Airport unless it is in a hangar or adequately secured.

In order to promote safety and prevent unauthorized access and theft, all aircraft equipped with a locking system and parked outside should be locked with an internal or external lock when not in operation. Aircraft parked in a secured/locked hangar shall be considered to be locked.

Disabled Aircraft

No person shall park or store any aircraft in non-condition on Airport property for a period in excess of ninety (90) days without prior written permission from the Airport Commission. Whenever any aircraft is parked, stored, or left in a non-flyable condition on the Airport in violation of the provisions of this Section, the Airport Manager at the direction of the Airport Commission shall notify the owner or operator thereof by certified or registered mail, requiring removal of said aircraft within fifteen (15) days from the date of the posting. Upon failure of the owner or operator to remove the aircraft within the period provided, the Airport Manager at the direction of the Airport Commission shall have the aircraft removed from the Airport. All costs incurred by the Airport Manager in the removal of any aircraft as set forth herein shall be recoverable against the owner or operator thereof.

Aircraft Taxiing

Aircraft shall be taxied at speeds that will ensure complete control at all times. On the ramp, apron, and parking areas, a safe and appropriate taxi speed should be maintained.

Takeoffs and Landings

Except in emergency, all fixed-wing aircraft landing and takeoffs shall be made on the runway unless permission is granted by the Airport Commission or their authorized representative for aircraft equipped with turf tires.

Aircraft Maintenance and Repair

Aircraft maintenance and repair is permitted only in areas designated by the Airport Commission or their authorized representative.

With the exception of preventative maintenance (as defined by 14 CFR Part 43 and summarized in Appendix A), maintenance and repair of general aviation aircraft shall be confined to designated areas

within leased premises or a specialized services operator or other qualified service provided. Preventative maintenance may be performed on aircraft located on tie downs and in individual hangars.

3.4 Helicopter Operations

Rotorcraft operating in the airport traffic pattern or over the Airport shall at all times operate at a safe distance from all buildings, property, and people so as not to cause any damage.

Section 4 – Motor Vehicles

4.1 General Traffic Regulations

Traffic Signs

The Airport Commission may erect or cause to be erected all signs, markers, and signal devices pertaining to the traffic control within the boundaries of the Airport. These signs, markers, or devices shall be prima facie evidence that they were erected or placed under the proper Airport Commission. Failure to comply with the directions indicated on such signs, markers, and devices erected or placed in accordance herewith shall be a violation of these Rules and Regulations and of the applicable provisions of State Law.

Pedestrian Right of Way

The operator of any vehicle upon Airport property shall yield the right-of-way to a pedestrian who crosses within a marked pedestrian sidewalk. All drivers shall exercise due care for the safety of pedestrians.

Vehicle Condition

No person shall operate upon the Airport premises any motor vehicle which: (1) is constructed, equipped, or loaded in an unsafe manner; (2) may endanger person or property; or (3) has attached thereon any object or equipment (including a towed object) which drags, swings, and projects so as to be hazardous to persons or property.

Closing or Restricting the Use of Airport Roadways

The Airport Commission or their authorized representative is authorized to close or restrict the use of any or all Airport roadways to vehicular traffic in the interest of public safety or security.

Parking on Right-of-Way Prohibited

Vehicles shall not park on any Airport owned or maintained right-of-way within the Airport. Vehicles parked are subject to citation and/or towing at the owner's expense.

Accidents or Incidents

A vehicle operator involved in an accident at the Airport resulting in any injury, death to any person, or damage to property, shall stop the vehicle at the scene (or as close as possible to the scene without unnecessarily obstructing traffic or creating a hazard) and notify 911 and the Airport Manager **IMMEDIATELY**.

4.2 Licensing, Registration and Insurance

Operator Licensing

Vehicle operators must have a valid state vehicle operator's license and evidence of insurance (as required by state law) to operate a vehicle on the AOA.

Vehicle Licensing and Equipment

Except for vehicles that are exclusively used on the AOA, all vehicles shall meet proper state licensing, registration, insurance, and inspection requirements.

4.3 Vehicle Operations within Airport Operations Area (AOA) Permission

No motor vehicle shall be permitted on the AOA, unless the Airport manager has granted specific permission to such vehicle or such vehicle is utilized for, or in conjunction with, aeronautical activities. Such vehicles shall at all times yield the right-of-way to aircraft.

No motor vehicle shall be parked on any portion of the AOA except its designated areas as permitted by the Airport Commission or their authorized representative.

Vehicles Crossing Taxiways and Runways

All motor vehicles operating on or across taxiways or runways shall be equipped with operable two-way radios and shall have an operating orange/yellow rotating beacon, except when under escort by a motor vehicle properly authorized and equipped. No person shall operate a vehicle on taxiways or runways without the specific permission of the Airport Commission or their authorized representative. Operating vehicles on taxiways and runways without specific permission from the Airport Manager, Airport Commission, or their authorized representative is strictly prohibited.

Restricted Parking

No person shall park a motor vehicle in any manner so as to block or obstruct (1) fire hydrants and the approaches thereto, or (2) gates or emergency exits.

Right-of-Way Aircraft

Any taxiing aircraft shall always have the right-of-way over motor vehicular traffic.

4.4 Vehicle Parking

Vehicles shall be parked in designated, paved parking spaces only and in such a manner as to comply with all posted and/or painted lines, signs, and rules.

Aircraft owners and service providers shall park in a manner so as to not obstruct adjacent aircraft ramp and hangar areas of taxi-lanes unless for the purposes of immediate and temporary loading, and unloading, or staging of an aircraft.

Customers of fixed based operators and specialized aviation service operators may not park in Aircraft Operations Areas. All customers must be parked in designated parking spaces outside of the AOA.

4.5 Vehicle Repairs

No person shall repair any motor vehicle on the Airport except those minor repairs necessary to remove such motor vehicle from the Airport, unless authorized by the Airport Commission or their authorized representative.

4.6 Vehicle Removal

The Airport Commission or their authorized representative, through the City of Bryant Police Department, may, at the owner's cost and expense, tow away or otherwise move any motor vehicle on the Airport that is in violation of the regulations of the Airport, if it is determined that it is a nuisance or hazard.

Section 5 - Fueling, Fire and Safety

5.1 General

Fire Extinguishers

Fire extinguishing equipment at the Airport shall not be tampered with at any time nor used for any purpose other than firefighting or fire prevention. All such equipment shall be maintained by the Airport Manager or his/her representative in accordance with NFPA standards. Tags showing the date of the last inspection shall be attached to each unit or records, acceptable to fire underwriters, which show the status of the equipment.

The Airport shall be responsible for providing fire extinguishers in all Airport owned hangars. The Airport Manager shall be responsible for annual fire extinguisher checks in the leased premises. Fueling vehicles designed for the transport of fuel shall carry at least two (2) fire extinguishers, one located on each side of the vehicle. Extinguishers shall conform to all applicable NFPA Standards.

Smoking

Smoking, carrying lit smoking materials, striking matches, or other incendiary devices are prohibited in the following locations: within 50 feet of parked aircraft, fueling or defueling areas, during loading or unloading of fuel tank vehicles or tank cars, within 50 feet of a flammable liquid spill, in any area on the Airport where smoking is prohibited by the Airport Manager, or Saline County policy, by means of posted signs, in any hangar, shop, or other building in which flammable liquids are stored or used.

Open Flame Devices and Operations

Lead and carbon burning, fusion gas and electric welding, blow-torch work, reservoir repairs, engine testing and all operations involving open flames shall be restricted to the repair shop section and isolated from the storage section of any hangar. During such operations, the shop shall be separated from the storage section by closing all doors and openings to the storage section.

Storage of Material

Kerosene, ethyl, jet fuel, ether, lubricating oil, or other flammable gases or liquids, including those used in connection with the process of doping, shall be stored in accordance with the applicable Federal, State, or local codes and laws. No more than 10 US Gallons of JETA/Kerosene type fuel may be stored and must be inside an NFPA approved container. Due to its volatile nature no AVGAS fuel can be stored inside any T-Hangar/Box hangar except that which is inside the fuel tank of the aircraft stored. Maintenance Hangars will be allowed to store fuel and flammables as in accordance with their respective leases and Federal, State, or local codes and laws.

Hazardous Materials

Explosives or other hazardous materials barred from loading in, or for transportation by civil aircraft in the United States under current of pending regulations promulgated by the Department of

Transportation, the FAA, or by the Airport Commission shall not be transported, handled, or stored in or upon the Airport without prior written permission from the Airport Commission. Compliance with the above referred regulations shall not constitute a waiver or the required notice or an implied permission to keep, transport, handle, or store such explosives or other dangerous articles at, in, or upon the Airport. Advance notice of at least ninety-six (96) hours shall be given to the Airport Manager to permit full investigation and clearance for any operation requiring a waiver to this rule.

No person may offer, and/or knowingly accept, any hazardous article for shipment at the Airport unless the shipment is handled and stored in full compliance with the current provisions of Federal Aviation Regulations.

Motorized Ground Equipment around Aircraft

No person shall park motorized ground equipment near any aircraft in such a manner as to prevent it or other ground equipment from being readily driven or towed away from the aircraft in case of emergency.

Operating Motor Vehicles in Hangars

Tenant may store their personal vehicle inside the hangar while the tenant is flying. Refer to Section 2.2, Storage of Equipment, for further details.

Electrical Equipment and Light Systems

Vapor or explosion-proof electrical equipment and lighting systems shall be used exclusively within hangars or maintenance shelters when required under NFPA Standards. No portable lamp assembly shall be used without proper protective guard or shield over such lamp assemblies to prevent breakage.

Heating Hangars

The only heating systems or devices that shall be approved for use in hangars are those that have been approved by Underwriters Laboratories, Inc., as suitable for use in aircraft hangars and shall be installed and maintained in the manner prescribed by the Underwriters Laboratories, Inc. Kerosene and Electrical type heaters are allowed in the T-Hangars due to the fact that no heat is otherwise available. Lessee is liable for their use/misuse.

Use of Cleaning Fluids

Cleaning of aircraft parts and other equipment shall preferably be done with non-flammable cleaning agents or solvents. When the use of flammable solvents cannot be avoided, only liquids having a flash point in excess of 100 degrees F shall be used and special precautions shall be taken to eliminate ignition sources in compliance with NFPA good practice recommendations.

Compressed Gases

Oxygen or any combustible compressed gas in a cylinder, flask, or portable tank must be secured to a fixed location or secured to a portable cart designed and approved specifically for the cylinder(s), flask(s), or tank(s) being secured.

Lubricating Oils

Unless otherwise permitted by the Airport Commission or their authorized representative, a total of 60 gallons (commercial operators) and 10 gallons (non-commercial operators) of lubricating oils having a flash point at or above 140 degrees F may be stored in hangars provided that the product is stored in the original container and has the original manufacturer's labeling (or that the product is stored in other suitable containers approved by the Airport Commission or their authorized representative).

Doping, Spray Painting, and Paint Stripping

The use of "dope" (cellulose nitrate or cellulose acetate dissolved in volatile flammable solvents) within any hangars is prohibited unless all measures are carried out as set forth in NFPA Standards and applicable Federal, State, and local codes.

For paint, varnish, or lacquer spraying operations, the arrangement, construction, ventilation, and protection or spraying boots and the storing and handling of materials shall be in accordance with NFPA Standards and applicable Federal, State, and local codes.

Disposal of Toxicants/Pollutants

No person shall dispose of any oils, fuels, solvents, chemicals, or any other toxic substances or pollutants on the Airport. Disposal of such material shall be done off Airport grounds and in accordance with applicable law.

5.2 Fueling Operations

General

Fuel sales to the public shall only be conducted by the Airport Commission. No aircraft shall be fueled while the aircraft is being pre-heated.

No aircraft shall be fueled while inside any building or structure. All aircraft must be removed from the hangar prior to fueling.

Hot fueling or fueling while an aircraft engine is running is prohibited unless the fueling personnel are properly trained and the aircraft is equipped for such operations.

No person shall smoke within 50 feet of an aircraft undergoing fuel servicing. No aircraft shall be fueled when lightning is observed or evident in the immediate vicinity of the Airport.

Extreme caution shall be exercised at all times to prevent fuel spills. When a spill occurs, servicing shall cease immediately and the Airport Manager shall be notified. If the spill is large, someone must immediately notify 911 and then the Airport Manager. Persons engaged in the fueling of aircraft shall exercise care to prevent overflow of fuel and shall be personally and financially responsible for the immediate cleanup if spillage should occur.

No fueling vehicle designed or employed in the transportation of fuel shall be operated on a runway or taxiway without an operating beacon and continuous two-way radio communications. No fuel vehicle shall be parked within 50 feet of any Airport building or within 10 feet of other vehicles.

Defueling of aircraft in hangars that are not approved for maintenance is prohibited.

Section 6 - Security Requirements

6.1 Security Requirements

General

RESTRICTED AREAS are established for safety and security reasons. Except for passenger enplaning and deplaning of aircraft, the general public is prohibited from the AOA unless escorted by an authorized airport employee. No vehicles, unless specifically authorized by the Airport Commission or their authorized representative, shall be allowed on the runways and taxiways. The general public is also prohibited from all other areas of the airport posted as being RESTRICTED AREAS.

Only flight crews, passengers going to and from aircraft, aircraft service and maintenance technicians, FAA, Airport employees, or others authorized by the Airport Commission or their authorized representative shall be permitted in the AOA.

Pedestrians or motor vehicle operators observed in other than public use areas without authorization by the Airport Manager will be considered trespassing and subject to arrest.

The Airport Manager may issue allow temporary visitors/contractors who establish a verifiable need to operate in, or operate a motor vehicle within the perimeter of the AOA.

Security of Airport and AOA

Tenants, Tenant employees, independent contractors, or agents, and airport users are responsible for the security of all aircraft and other private property entrusted to their care on the AOA and the landside of the Airport. A breach of security caused by a Tenant, tenant's employee, independent contractors, or agents, or guest of an airport user may result in a denial of access to the AOA, the Airport, or termination of any agreements between the Tenant and Airport Commission.

Security Violations

In addition to other remedies, any violation of this Section shall subject such person or Tenant to damages equal to the amount of any civil fines imposed by the TSA or other Federal, State, or local agency having authority to impose civil fines for airport security violations.

6.2 – Access and Entry into Leased Hangars

The Airport Commission, including the Airport Manager, may enter the premises of any leased hangar at any time, for any purpose necessary, incidental to, or connected with, the performance of airport operation obligations, or in the exercise of governmental functions as it relates to public health, safety, and the general welfare of the Airport and the proper conduct of operations thereon.

The Airport Commission, including the Airport Manager, may authorize other individuals and entities, such contractors (i.e. fire extinguisher inspection/repair, building maintenance, etc.) to enter the leased premises (hangar) for scheduled maintenance purposes. The Airport Manager will provide proper prior notification to the tenant of any scheduled hangar entry. This notification by the Airport Manager will be made in person, via telephone, or email. All efforts will be made to make this notification a minimum of

24 hours in advance of the entry into the hangar. No non-emergency entry into a hangar will be made without proper prior notification to the tenant. (Entry into a hangar leased by the Airport Commission and Airport Manager is exempt from this prior notification policy).

If EMERGENCY entry into a hangar must be made by parties authorized by the Airport Commission or Airport Manager and proper prior notification is unable to be properly made to the tenant, a "NOTICE OF HANGAR ENTRY" form will be left in conspicuous location inside the hangar by the individual accessing the hangar for the tenant's review. The Notice of Hangar Entry form will provide the date and time the entry into the hangar was made, as well as the name of the authorized individual accessing the hangar and explanation of the purpose of entry. The Airport Manager will be responsible for providing this form to the individual authorized for emergency entry.

Section 7 - Enforcement, Penalties, and Appeals

7.1 Enforcement

These Rules and Regulations, as well as all applicable laws, shall be enforced at the Airport by the Airport Manager through the Airport Commission and law enforcement officers appointed pursuant to law. Unless otherwise specified herein, violations of the Airport Commission Rules and Regulations will be enforced as follows by a Notice of Violation issued by the Airport Manager.

7.2 Penalties

Any person violating any of the Airport Rules and Regulations may receive penalties as determined by the Airport Manager or the Airport Commission upon recommendation by the Airport Manager. Such penalties may include a verbal warning, written warning, deprivation of the use of the Airport for such a period of time as may be determined by the Airport Commission, monetary fines, lease termination, and being permanently barred from use of the Airport.

1.8 Appeals Process

Any decision of the Airport Manager may be appealed by the aggrieved party in writing to the Chairman of the Airport Commission, to be determined by the full Airport Commission. The Chairman, on behalf of the Airport Commission, shall issue a written decision of the appeal within twenty (20) business days of receipt of a fully submitted appeal. Any decision by the Airport Commission may be appealed as set forth by Arkansas or Federal Law.

7.3 Severability

If any provision of these Rules and Regulations or the application thereof to any person or circumstance is held invalid, the remainder of the Rules and Regulations shall not be affected.

Section 8 - Abbreviations and Definitions

Aeronautical Activity – Any activity which involves, makes possible, or is required for the operation of aircraft, or which contributes to or is required for the safety of such operations, e.g. air taxi and charter operations, scheduled or unscheduled air carrier services, pilot training, aircraft rental and sightseeing, storage, sale of aviation petroleum products, repair and maintenance of aircraft, sale of aircraft parts, parachute activities, and ultralight activities.

Aeronautical Services – Any service which involves, makes possible, or is required for the operation of aircraft, or which contributes to or is required for the safety of aircraft operations.

“Agreement” – shall refer to the written agreement between the Saline County Regional Airport Commission and an operator specifying the terms and conditions under which the Operator may conduct any Activity or perform a Service. Such agreement shall recite the terms and conditions under which the activity or service will be conducted at the Airport, including, but not limited to, terms of the agreement, rents, fees, and charges to be paid, and the rights and obligations of the respective parties.

Airport Manager – The Saline County Regional Airport Manager employed by the Saline County Regional Airport Commission.

Aircraft – (also airplane, balloon, ultralight, helicopter, drone) Any device or contrivance now known or hereafter invented, that is used or intended to be used for flight in the air.

Aircraft Maintenance – The repair, adjustment, or inspection of an aircraft by a pilot, owner, or mechanic other than the routine cleaning, upkeep, and servicing of an aircraft in preparation for flight. Minor repairs are characterized as normal, routine annual inspection with attendant maintenance, repair, calibration, or adjustment or repair of aircraft and their accessories. Major repairs are characterized as major alterations to the airframe, power plant, propeller, and accessories as defined in Part 43 of the Federal Aviation Regulations (FARs).

Airport Operations Area (AOA) – That area of the airport used or intended to be used for landing, takeoff, or surface maneuvering of aircraft. The AOA includes active runways, taxiways, and taxi lanes at

Airport – All land, building, and facilities comprising the Saline County Regional Airport, as now existing or as the same may hereafter be expanded and developed, unless otherwise designated.

Air Taxi (Commuter) – Aircraft operated by the holder of an Air Taxi (Commuter) Operating Certificate which authorized the carriage of passengers.

Apron – An area of the airport designated for aircraft surface maneuvering, parking, fueling, servicing, and enplaning/deplaning passengers.

Based Aircraft – Any aircraft utilizing the Airport as a base of operations (other than occasional transient purposes) with an assigned tie down or hangar space on the Airport, or on adjoining property which has direct taxiway access to the Airport.

Building - The main portion of each structure, all projections or extensions there from and any additions or changes thereto, and shall include hangars, garages, outside platforms and docks, carports, canopies, eaves, and porches. Paving, ground cover, fences, signs, and landscaping shall not be included in this definition.

CFR – Code of Federal Regulations

Commercial Activity – That which involves or makes possible earning, income, compensation (including exchange or service), and/or profit, whether or not such objectives are accomplished. Commercial activities include the sale, offering for sale, rental, or furnishing of any commodity, article, facility or space, or the provision of any service for compensation of any type, whether the same occurs in whole or part on the airport.

Defuel – To remove fuel from the tanks or fuel cells of an aircraft.

Driver – Any person who drives or is in actual physical control of a vehicle on a roadway, parking lot, ramp area, taxiway, or runway, or who is exercising control of a vehicle or steering a vehicle being towed by another vehicle.

Emergency Vehicle – Any vehicle that is capable of responding to an emergency in an official capacity, whether ambulances or vehicles of any police or fire department, or any vehicle carrying a Police Officer, certified firefighter or Paramedic/EMT.

Experimental Aircraft – Any aircraft used for noncommercial purposes holding a certificate issued by the Federal Aviation Administration (FAA) under Federal Aviation Regulation (FAR) Part 21, classifying the aircraft in the experimental aircraft category.

FAA – Federal Aviation Administration

Fixed Base Operator (FBO) – Means an operator that maintains facilities at the Airport for the purpose of engaging in the retail sale of aviation fuels, aircraft airframe and engine repair, and such other services as are required by Minimum Standards, or may be authorized under a lease of license.

Fuel – Any petroleum product used for the purpose of providing propulsion of an aircraft.

Fueling Vehicle – Any vehicle used for transporting, handling, or dispensing of fuel, oils, and lubricants for aircraft.

Instructor – Any person giving or offering to give instruction in the operation, construction, repair, or maintenance of aircraft, or aircraft power plants, and aircraft accessories.

Landing – All flights arriving at the Airport for revenue and non-revenue purposes, including, but not limited to, commercial, training, private, ferry, and charter.

Lease – A written agreement between the Airport Commission and a business or person which is enforceable by law, wherein said agreement grants a concession or otherwise authorized the conduct of certain activities at the Airport.

Minimum Standards – The Saline County Regional Airport Minimum Standards for Aeronautical Activity, which includes qualifications or criteria which may be established by the Airport Commission as

minimum requirements that must be met by businesses engaged in aeronautical activities or services in exchange for the right to conduct those activities.

National Fire Protection Association (NFPA) – All codes, standards, rules, and regulations contained in the Standards of the National Fire Protection Association, as may be amended from time to time, and are incorporated herein by reference.

Notice to Airman (NOTAM) – A notice containing information concerning the establishment, condition, or change in any aeronautical facility, service, procedure, or hazard, the timely knowledge of which is essential to personnel concerned with flight operations.

Operator – The person, firm, or corporation in possession of an aircraft or vehicle or any person who has rented an aircraft or vehicle for the purpose of operation by himself or his/her agent.

Person – An individual, corporation, government, or governmental subdivision, partnership, association, or any other legal entity, or any representative thereof.

Restricted Area – Those portions of the airport closed to access by the general public.

Specialized Aviation Service Operator (SASO) – A single-service or special FBO performing less than full services. These entities differ from a full service FBO in that they typically offer only specialized aeronautical service including, but not limited to, aircraft sales, flight training, aircraft maintenance, and avionics.

Taxi lane – An area of the airport developed and improved for the purpose of maneuvering aircraft and use for access between taxiways, ramps, aprons, and aircraft parking positions.

Taxiway – An area of the airport developed and improved for the purpose of maneuvering aircraft on the ground between runways and aprons.

Terminal Area – The passenger terminal proper, aircraft ramps, vehicular parking spaces, including rental car areas, roadways, water, sanitary sewer, storm sewer, gas, electrical, cable TV, Internet, and other areas and facilities the primary function of which is to serve the terminal and the operations customers.

Tie-down – The area suitable for parking and mooring of aircraft wherein suitable tie-down points have been located.

TSA – Transportation Security Administration.

Vehicle - All motorized and non-motorized conveyances, except aircraft.